

**CITY OF LYNNWOOD
HUMAN SERVICES COMMISSION MINUTES
December 1, 2016 Meeting**

Call to Order

The meeting was called to order by Chair Hurst at 6:41 p.m.

Roll Call

Commissioners Present:	Staff Present:
Pam Hurst (Chair 2016)	Chanda Emery, Sr. Planner
Michelle Reitan (Vice Chair 2016/Chair Elect for 2017)	Paul Krauss, Community Devt. Director
Julio Cortes	Cole Langdon, Police Sgt.
Kathy Coffey	Tom Davis, Police Chief
Sandi Farkas (Vice Chair Elect 2017)	
Mary Ann Dillon	Shannon Gault, Homeless Engagement Liaison
Commissioners Absent:	Other:
Peter Schmidt	Council Liaison Shirley Sutton

Approval of Minutes

1. Approval of minutes of the November 3, 2016 Meeting

Motion made by Commissioner Farkas to approve the November 3, 2016 minutes. The minutes were approved unanimously (6-0).

Petitions and Communications

Robert Smiley, Hand Up Project, stated that they work with people right off the streets or out of the woods. They try to get a safe place for them to go while giving them transportation, assessments, IDs, vouchers, etc. Volunteers then try to get them into in-patient or out-patient treatment which is a two-three week wait. Most of the time the people are lost during this period because they have no place to go while they are waiting. He regularly puts up people in his house and garage, but he needs more space. He has many people who volunteer with his organization after going through the process and becoming sober. He needs a place to put people for two-three weeks where they can stay safe and sober while they are waiting to go through the assessment process. Once they go into treatment he and his volunteers communicate with them so they can come back into the group when they get out where they will have support and can be involved in serving others.

1 Chair Hurst said she met Robert Smiley and Dee Jackson at the Trinity breakfast
2 several months ago. When she attended the November 14 City Council public
3 hearing she mentioned this program (as a realtor) because she sees the need for
4 beds for this program and others.

5
6 Dee Jackson, Volunteer Specialist/Resource Person/Scheduler, Hand Up
7 Project, www.thehandupproject.org, stated that they are officially a 501c3 now.
8 She was happy to see money in the Council budget for Human Services. She
9 asked about the Commission's role in the grant writing process. She is looking
10 for ways to make their program more successful and more established in the
11 behavioral health arena in Lynnwood.

12
13 Shannon Gault commented that all the people who do homeless engagement
14 seem to be falling into certain niches. The Hand Up Project has been amazing at
15 getting people who are suffering from addiction out of it and into a healthy
16 process. She stated that she really respects this group. They are nimble, mobile,
17 fast, and efficient.

18
19 Commissioner Farkas referred to Ms. Jackson's question about the application
20 process and commented that when the application gets posted on the City of
21 Lynnwood's website Chanda will be the point of contact and will be available to
22 answer any questions.

23
24 Councilmember Sutton agreed that there is a lot of energy that is starting to flow,
25 and the gaps are starting to fill in. She commented that having a consistent
26 pathway of services that people can take is very important. She also suggested
27 that the Commission step forward to help with grant writing because they each
28 have such specialized knowledge, contacts, experience, and skills.

29
30 Commissioner Coffey commented that tonight is a work meeting where they will
31 be looking at the plan for 2017 and discussing how to follow up on all the
32 opportunities that have been presented to the Commission.

33
34 Glen Says, retired businessman, says he has been volunteering in the homeless
35 community for about five years. He agrees that there needs to be a coordinated
36 effort to address this problem from the time they meet the people on the street to
37 the time they are restored to a place in society. He hopes to be a liaison between
38 government agencies and funding agencies to put it all together.

39
40 Henry Simons, Deputy Police Chief, City of Bothell, said he spoke with Chief
41 Davis at WASPC (Washington Association of Sheriffs and Police Chiefs) about
42 this topic and was attending the meeting to observe what Lynnwood is doing in
43 order to bring some of it back to Bothell as they are also trying to grow their
44 human services process.

1 Lynnwood Police Chief Davis stated he is committed to growing the Community
2 Health and Safety unit in the Police Department by both numbers and knowledge
3 to increase their ability to intervene when people need services. He commented
4 that law enforcement is trying to be collaborative with other jurisdictions and
5 organizations. He emphasized that these are community issues, and it will take
6 the entire community to try to solve them.

7
8 Dan Grantier, Community Resource Paramedic, Lynnwood Fire Dept. introduced
9 himself. Chair Hurst commented that Mr. Grantier has helped provide flashing
10 smoke detectors for some new deaf residents in the community.

11 12 **Staff and Commission Reports**

13 14 **1. Introduction by Community Development Director Paul Krauss, Mr.** 15 **Tom Davis, City of Lynnwood Police Chief; United Way Poverty** 16 **Simulation (Lynnwood)**

17
18 Director Krauss discussed the results of the budget the Council adopted on
19 Monday night. An embedded social worker was not funded. Police operations as
20 a whole are being studied by an outside firm that will make some
21 recommendations in the first quarter of 2017. He said he tried to make a case for
22 1% for funding Human Services which would have been about \$500,000 a year,
23 and was not successful with that, but the Council did approve \$75,000 for 2017.
24 2018 funding is unclear. \$75,000 for homelessness efforts was also extended for
25 another year. The Community Health Initiative in Lynnwood has proposed
26 targeting South Lynnwood which is an area from City Center over to Highway 99,
27 down to the highway and up to 196th Street. This area has the greatest need in
28 the City. The City is proposing using in-house staff resources to work with
29 residents and institutions in that area to identify long and short-term goals for
30 stabilizing and improving life in that area. All of the funding approved by the
31 Council will go to early action items that come out of that effort. He summarized
32 that this is enough to get started. He commented on the importance of utilizing
33 the willing partners they have in the faith community as well.

34
35 Director Krauss then noted that Edmonds has appropriated \$50,000 for a social
36 worker which isn't actually enough to hire a social worker so they were interested
37 in joint venturing. The City of Lynnwood will be discussing with them how they
38 can work together. He noted that he and Chanda are trying to get on a Council
39 work session agenda as quickly as possible to brief them on the Needs Analysis
40 that the Commission developed and trying to get them to prioritize spending so
41 this Commission can come up with a plan for budgeting available funds. It looks
42 like that won't happen until January. He emphasized that money in Lynnwood is
43 not ever allocated to a Commission, but it is allocated to a purpose, and the
44 Council is the only body that can enter into a contractual arrangement. The
45 Council will hear the Commission's advice, but when there are proposals on the
46 table, staff will need to go back to the Council and request approval of funding.

1
2 **Discussion**

3
4 **1. 2017 Work Plan**

5
6 This item was postponed until after more information about the budget is
7 available from the Council.
8

9 **2. 2017 Human Services Request for Proposals (RFPs) to Nonprofits**

10
11 Senior Planner Emery reviewed the proposed application information. She
12 solicited funding priorities from the Commission to present to the Council in
13 January. Director Krauss acknowledged that this is a little chaotic, but
14 commented that once the funding for the Commission's work is normalized they
15 will have a rough idea how much money they have to work with each year.
16

17 Commissioner Farkas discussed what she learned about what the Gates
18 Foundation thinks about the best approach to addressing homelessness. They
19 focus on prevention (landlord assistance, utilities assistance), coordinated entry,
20 rapid rehousing placement, tailoring programs designed for family needs, and
21 economic opportunity (education or employment programs). She stated that
22 those are things the City could assist other nonprofits with. The Needs
23 Assessment for Lynnwood highlighted the fact that domestic violence is a
24 primary cause of homelessness, and it seems like there is an absence of
25 domestic violence providers in the Lynnwood area. She suggested that this
26 should be a high priority. Chair Hurst commented that the recent death of the
27 policeman from Tacoma was the result of a domestic violence situation.
28

29 Commissioner Dillon stated that Snohomish County has a coordinated entry
30 program run by Snohomish County Human Services which includes the City of
31 Lynnwood. She would like to see the City's efforts go directly toward addressing
32 poverty and homelessness. She feels that when you get a roof over someone's
33 head their life can change dramatically. She agrees that domestic violence is a
34 significant issue that needs to be addressed as well.
35

36 Commissioner Reitan agreed that the homelessness issue is an issue they really
37 need to look at. Regarding coordinated entry, she feels that they need more of it.
38 Commissioner Dillon agreed that the system could use some improvements.
39 Commissioner Reitan commented that it is even difficult for her, as a service
40 provider and a social worker, to navigate the system. Since the budget is so tight,
41 she recommended using the money in the budget to leverage other services and
42 partner with other organizations to strengthen services that are already working.
43 She also suggested having money available for people that need money to tide
44 them over for their rent.
45

1 Commissioner Cortes stated that Cocoon House in Everett has a rapid rehousing
2 model that they just launched. They are able to help 18 to 24 year olds with the
3 first and last months' deposits and help with those facing eviction in order to
4 prevent people from becoming homeless in the first place. They have been able
5 to house six people and have enough funding for one more. This is a model that
6 the City could look at.

7
8 Chair Hurst said she would like to discuss more about how to get resources
9 immediately for more beds in the community. Senior Planner Emery said the City
10 would like to host a summit early next year where they would invite leaders of the
11 faith-based community that have experience in human services and who work
12 with the Lynnwood Police Department to have discussions about a partnership.
13 This would also include neighboring cities. Other cities nationally have found
14 ways to make bigger impacts using the faith-based community. Topics for
15 discussion could include addictions, strengthening the family, jobs, education,
16 homelessness, etc. The goal would be to build resources and find solutions that
17 are measurable and attainable. She asked for a commissioner who would like to
18 work with her on that summit. Commissioners Reitan, Hurst, Farkas, and Coffey
19 all indicated an interest in working on that.

20
21 Shannon Gault, YWCA, Homeless Engagement Liaison, commented that the
22 housing issue is a huge one for Lynnwood residents. She commented that what
23 she does sometimes seems like a Band-Aid approach, but it leads to other
24 things. First responder flex funds have been incredible to help make the
25 connections that are needed. She hopes those funds keep going because they
26 have made a huge difference. She also recommended an urban rest stop of
27 some sort open 7 days a week where people could get a shower, clean their
28 clothes, connect with services and resources, and get some training. 60% of the
29 people who use the urban rest stops in Seattle are homeless working people.
30 She agreed that they also need more detox beds as recommended by the Hand
31 Up Project folks. She stressed that a lot of people, given the right support, can go
32 back to work.

33 34 **Old Business**

35 36 **1. Finalized 2017 Human Services Funding Application Instructions**

37
38 Covered above.

39 40 **New Business**

41 42 **1. United Way Poverty Simulation (Lynnwood)**

43
44 Senior Planner Emery stated that United Way has approached the City about
45 doing a poverty simulation in Lynnwood. Julie Moore has asked the Human
46 Services Commission to take the lead on behalf of the City. This is tentatively set

1 for February 3 or February 10. The focus is on family homelessness which is
2 consistent with the United Way's collective impact work and their strategic plans.
3 The City's Needs Assessment also showed that the majority of the homeless
4 population consists of women, children, and families that are hidden from view.
5 The location and an invite list needs to be finalized. She solicited one or two
6 commissioners to work with her on this. Commissioner Coffey stated she will be
7 there anyway and would be happy to represent or support the Commission as
8 well. Commissioners Farkas and Cortes volunteered to help with the planning.

9
10 Commissioner Hurst noted that the City Council members will be serving
11 breakfast on December 31 at Trinity Lutheran Church's Neighbors In Need
12 program. The Human Service commissioners are also invited to help.
13 Commissioners Farkas, Coffey, and Dillon indicated they would volunteer.

14 15 **2. Election of New Officers – HSC Chair and Vice Chair**

16
17 Commissioner Dillon suggested that the Vice Chair automatically move up to
18 Chair each year. There appeared to be consensus on this.

19
20 *Motion made by Commissioner Dillon to nominate Commissioner Reitan as the*
21 *new Chair. Motion passed unanimously (6-0) to elect Commissioner Reitan as*
22 *Chair.*

23
24 *Motion made by Commissioner Cortes to nominate Commissioner Coffey as the*
25 *new Vice Chair. Motion passed unanimously (6-0) to elect Commissioner Coffey*
26 *as Vice Chair.*

27
28 The Commission thanked Chair Hurst for her wonderful service this year.

29 30 **Council Liaison Report**

31
32 Councilmember Sutton:

- 33 • Thanks to the Commission for their service. She has appreciated this year
34 and is looking forward to seeing what they do in the future.
- 35 • Council will be holding a retreat at the end of January or early February.
36 She asked the Commission to think about one thing they would like her to
37 bring forward to the Council.
- 38 • She has enjoyed being with the Commission this year, but wasn't sure if
39 she would be assigned to continue in that role in 2017.

40 41 **Additional Comments**

42
43 Robert Smiley stated that he works with not only addicts, but also domestic
44 violence victims or anybody that needs help. He offered to sit down to discuss
45 what really needs to be done to help these people. He stated that there are
46 solutions, and his group is tracking the results.

1
2 Commissioner Coffey thanked Mr. Smiley for his work and for being at the
3 meeting. She commented that the Commission has spent the last year learning
4 about the resources and how the City can help. They are now at a point where
5 they need a tool. Mr. Smiley commented that the funding isn't necessarily what is
6 needed. What is needed is support and education for these people.
7

8 Commissioner Farkas commented that it might be helpful to have a conversation
9 with Mr. Smiley before the faith-based summit. Mr. Smiley stated that they are
10 also a faith-based organization.
11

12 Senior Planner Emery agreed that having the faith-based community in the room
13 talking to each other is good, but other service providers need to be included
14 because they are the connection in all of this. Ms. Jackson commented that Hand
15 Up is a bridge between Trinity Lutheran and the available services. Mr. Smiley
16 reiterated that the Hand Up Project is in partnership with Neighbors in Need to
17 provide an event at Trinity Lutheran Church on December 17 from 8 to 10 a.m. to
18 provide many resources such as 211, YWCA, Safe Links cell phones, showers
19 and laundry. There will be a Christmas party for the kids and connections with
20 resources for the adults. He invited everyone to come see what they do on
21 Saturday mornings.
22

23 Shannon Gault commented that the Commission should be proud of Chair Hurst
24 who is at the Trinity event every Saturday. She then commented that one of her
25 biggest frustrations is the bureaucracy and the red tape which is part of the
26 system.
27

28 **Director's Report**

29 **Adjournment**

30
31
32 The meeting was adjourned at 8:02 p.m.
33
34

35
36 
37 Michelle Reitan, Chair

